

QUARTERLY REPORTS

LCC Coordinator Information

Name(s)	Email	Phone	Address

Instructions:

- ▶ **Names:** the name of the coordinator must be the one who is currently working at LLC. If new coordinator is appointed, the change must reflect in this form.
- ▶ **Email:** the email address must be current.
- ▶ **Phone:** the phone number must be official number of LCC Office or LLC coordinator if LCC does not have office line.
- ▶ **Address:** the address must be included for all those LCC which operates at office.

Note:

- ▶ LCC must notify the Behavioral Health Division of any change in the above mentioned information.
- ▶ It is important to keep updated information to maintain regular communication.

Technical Assistance Request

Please provide detailed description

Instructions:

- ▶ Provide detail of all those technical requests which are made during this quarter.
- ▶ Examples:
 - Assistance in statutory compliance i.e. meeting 25 % of statutory requirement for each bucket (education/prevention, treatment/intervention and criminal justice)
 - Assistance in finding resources i.e. reliable data sources, treatment providers and legal/civil aid etc.
 - Assistance in grant funding process.

Barriers

Instructions:

- ▶ LLC must state barriers which were encountered during this quarter.
- ▶ Examples:
 - Lack of access to data
 - Lack of sufficient funds
 - Lack of available resources

Note:

- ▶ All LCCs which do not face any barriers may state **NONE** in box.

Successes

What are you proud of?

Instructions:

- ▶ LLC must describe any accomplishments achieved during the quarter.
- ▶ Examples:
 - Decrease in alcohol and drug related arrest
 - Decrease in recidivism rate
 - Increased availability of treatment options in county
 - Increased awareness among general public about harm of alcohol and drug abuse

Meetings During Quarter

Meeting Location	Date	Number of Attendees	Meeting Minutes
<i>101 W. Street</i>	<i>April 16, 2020</i>	<i>14</i>	(Y/N)

- ▶ Meeting minutes must be sent to BH@cji.in.gov

Programs and SMART Goals

Program and SMART Goals

Program Name/Description	Amount Awarded	Applicable SMART Goal
<u>Prevention/Education</u>		
Boys and Girls Club: Alcohol, Tobacco and Drug Prevention and Awareness event. This one-day event (Basketball Spectacular) draws over 1,500 children, parents and grandparents together to encourage healthy and active lifestyles. Information will be distributed regarding abuse and misuse of alcohol, marijuana, prescription and other drugs.	\$1,000	Problem Statement #1, Goal 2

Program Description	Amount Awarded	Applicable SMART Goal
<u>Treatment/Intervention</u>		
Residential Recovery Center. The program provides safe and supportive care to those wishing to recover from drugs and alcohol. The residents are offered assistance in gaining employment, treatment resources, adjustment in the recovery community, life skills, and reunification with family members.	\$2,500	Problem Statement #3, Goal 1

Program Description	Amount Granted	Applicable SMART Goal
<u>Criminal Justice Services/Activities</u>		
Peer Recovery Coaches will be used to assist law enforcement and EMS going on overdose calls. The desire is to have a trusted peer presence in order to bridge the gap between officers and individuals with SUD. Funding will be used to pay a Peer Recovery Coach Coordinator and Peer Recovery Coaches.	\$3,000	Problem Statement #2, Goal 1

- Program name and description should provide clear and concise information
- Nexus between Program and SMART Goal identified in CCP
- Programs may apply to more than one SMART Goal

Budget

Q1 Budget

Category	Approved CCP Budget	This Quarter Expenditures	Total Expenditures	Balance
<i>Prevention/Education</i>	\$3,000	\$1,000	\$1,000	\$2,000
<i>Treatment/Intervention</i>	\$3,000	\$2,500	\$2,500	\$500
<i>Criminal Justice Services/Activities</i>	\$3,000	\$3,000	\$3,000	\$0
<i>Administrative</i>	\$3,000	\$750	\$750	\$2,250
Totals:	\$12,000	\$7,250	\$7,250	\$4,750

- Approved CCP Budget: amount allotted per category approved by the LCC. This was identified in the fund document portion of the CCP.
- This Quarter Expenditures: amount distributed during the quarter.
- Total Expenditures: total amount distributed for the year
- Balance: unused funds for the year (“Approved CCP Budget” minus “Total Expenditures”)

Budget (cont.)

Q2 Budget

Category	Approved CCP Budget	This Quarter Expenditures	Total Expenditures	Balance
<i>Prevention/Education</i>	\$3,000	\$1,000	\$2,000	\$1,000
<i>Treatment/Intervention</i>	\$3,000	\$500	\$3,000	\$0
<i>Criminal Justice Services/Activities</i>	\$3,000	\$0	\$3,000	\$0
<i>Administrative</i>	\$3,000	\$750	\$1,500	\$1,500
Totals:	\$12,000	\$2,250	\$9,500	\$2,500

Q3 Budget

Category	Approved CCP Budget	This Quarter Expenditures	Total Expenditures	Balance
<i>Prevention/Education</i>	\$3,000	\$1,000	\$3,000	\$0
<i>Treatment/Intervention</i>	\$3,000	\$0	\$3,000	\$0
<i>Criminal Justice Services/Activities</i>	\$3,000	\$0	\$3,000	\$0
<i>Administrative</i>	\$3,000	\$750	\$2,250	\$750
Totals:	\$12,000	\$1,750	\$11,250	\$750

Q4 Budget

Category	Approved CCP Budget	This Quarter Expenditures	Total Expenditures	Balance
<i>Prevention/Education</i>	\$3,000	\$0	\$3,000	\$0
<i>Treatment/Intervention</i>	\$3,000	\$0	\$3,000	\$0
<i>Criminal Justice Services/Activities</i>	\$3,000	\$0	\$3,000	\$0
<i>Administrative</i>	\$3,000	\$750	\$3,000	\$0
Totals:	\$12,000	\$750	\$12,000	\$0

Total Expenditures
 +
 Balance =
 Approved CCP Budget

Due Dates:

<u>Quarter</u>	<u>Due Date</u>
Quarter 1 Report (Apr - Jun)	July 15, 2020
Quarter 2 Report (Jul - Sept)	October 15, 2020
Quarter 3 Report (Oct - Dec)	January 15, 2021
Quarter 4 Report (“End of Year”)	April 15, 2021

Questions and Other Info

- ▶ Please submit any questions that you may have to bh@cji.in.gov. Please title the subject as “Quarterly Report Webinar.”